PRAIRIE RONDE TOWNSHIP KALAMAZOO COUNTY, MICHIGAN

FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT

YEAR ENDED MARCH 31, 2007

Michigan Department of Treasury 496 (02/06)

Auditing Procedures Report Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Loc	al Unit	of Go	vernment Type	1		- as amended	Local Unit Nar			Court
l	Coun		City	⊠⊤wp	∐Village	□Other		nde Township		County Kalamazoo
	al Yea				Opinion Date			Date Audit Report 5	Submitted to State	- Transmazoo
Ma	arch	31, 3	2007		August 16	, 2007		SEPTEMBE	R 4, 2007	
We a	affirm	that	:						<u> </u>	
We a	are ce	ertifie	ed public ac	countants	licensed to pr	actice in M	lichigan.			
We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).										
	YES	8	Check ea	ch applic	able box belo	w. (See in	structions for	further detail.)		
1.	×		All require reporting e	d compon entity note	ent units/fund s to the financ	s/agencies cial stateme	of the local in of the local i	unit are included in t ssary.	he financial state	ments and/or disclosed in the
2.	×		There are (P.A. 275	no accum of 1980) o	ulated deficits or the local un	in one or i it has not e	more of this uexceeded its I	unit's unreserved fur budget for expenditu	nd balances/unre ures.	stricted net assets
3.	X		The local i	unit is in c	ompliance wit	h the Unifo	rm Chart of A	Accounts issued by t	he Department o	of Treasury.
4.	X		The local (unit has a	dopted a budg	et for all re	equired funds	-		
5.	X		A public he	earing on	the budget wa	s held in a	ccordance w	ith State statute.		
6.	×		The local u	unit has no		Municipal	Finance Act,	an order issued und	der the Emergend	cy Municipal Loan Act, or
7.	×		The local u	unit has no	ot been deling	uent in dist	tributing tax r	evenues that were o	collected for anot	her taxing unit.
8.	X		The local u	unit only h	olds deposits/	investment	ts that comply	y with statutory requ	irements.	-
9.	×		The local u	The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the <i>Bulletin for</i> Audits of Local Units of Government in Michigan, as revised (see Appendix H of Bulletin).					d in the <i>Bulletin for</i>	
10.	10. There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.						uring the course of our audit If there is such activity that has			
11.	×		The local u	ınit is free	of repeated c	omments f	rom previous	years.		
12.	×		The audit of	opinion is	UNQUALIFIE	D.				
13.	×		The local u	init has co accounting	omplied with G principles (G	ASB 34 or AAP).	GASB 34 as	modified by MCGA	A Statement #7	and other generally
14.	×		The board	or council	approves all	invoices pr	ior to payme	nt as required by cha	arter or statute.	
15.	X		To our kno	wledge, b	ank reconcilia	tions that v	were reviewe	d were performed tir	nely.	
desc	ided criptic	in th on(s)	of the auth	other audi ority and/o	orities and control or commission statement is commission.	do they ob	otain a stand	-alone audit, please	boundaries of the enclose the na	ne audited entity and is not ime(s), address(es), and a
We	have	enc	losed the f	ollowing:		Enclosed	Not Require	d (enter a brief justifica	ation)	
Fina	ıncial	Stat	ements			\boxtimes		_		
The	lette	r of C	Comments a	and Recon	nmendations		No recomm	nendations for year	ended March 31,	2007.
Othe	er (De	scribe	r)							
			ccountant (Firm					Telephone Number (269) 383-1900		
	t Addr							City	State	Zip
_	_		entre, Suit	e 150			Portage		MI	49024
Authorizing CPA Signature Mush Huwh					ary Flegal License Number MI 1101008925					

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Certified Public Accountants

Mary K. Flegal, CPA Jana L. Tibbitts, CPA

INDEPENDENT AUDITOR'S REPORT

Board of Trustees Prairie Ronde Township

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Prairie Ronde Township, as of March 31, 2007, and for the year then ended, which collectively comprise the Township's basic financial statements, as listed in the contents. These financial statements are the responsibility of the Prairie Ronde Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Prairie Ronde Township, as of March 31, 2007, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The budgetary comparison information on pages 18 through 19, are not a required part of the basic financial statements, but are supplementary information required by the accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it. Prairie Ronde Township, has not presented the management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of the financial statements.

FLEGAL & TIBBITTS

August 16, 2007

BASIC FINANCIAL STATEMENTS

PRAIRIE RONDE TOWNSHIP STATEMENT OF NET ASSETS MARCH 31, 2007

	TOTAL GOVERNMENTAL <u>ACTIVI</u> TIES	
ASSETS CASH AND EQUIVALENTS TAXES RECEIVABLE STATE REVENUE SHARING RECEIVABLE DUE FROM OTHER FUNDS CAPITAL ASSETS, NET	\$ 248,439 4,092 23,299 42,163 54,645	
TOTAL ASSETS	\$372,638	
LIABILITIES ACCOUNTS PAYABLE PAYROLL LIABILITIES	\$ 1,731 7,073	
TOTAL LIABILITIES	\$ 8,804	
NET ASSETS INVESTED IN CAPITAL ASSETS UNRESTRICTED	\$ 54,645 309,189	
TOTAL NET ASSETS	<u>\$ 363,834</u>	

PRAIRIE RONDE TOWNSHIP STATEMENT OF ACTIVITIES FOR THE YEAR ENDED MARCH 31, 2007

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUE CHARGES FOR SERVICES	NET (EXPENSES) REVENUE AND CHANGES IN NET ASSETS
GOVERNMENTAL ACTIVITIES: LEGISLATIVE GENERAL GOVERNMENT PUBLIC SAFETY PUBLIC WORKS COMMUNITY AND ECONOMIC	\$ 979 128,873 42,585 78,584	2,200	(979) (126,673) (42,585) (78,584)
DEVELOPMENT TOTAL GOVERNMENTAL ACTIVITIES	2,040 \$ 253,061	2,200	(2,040)
GENERAL REVENUES: TAXES ADMINISTRATIVE FEE INCOLLICENSES AND PERMITS GRANTS AND CONTRIBUT RESTRICTED TO SPECIFICUNRESTRICTED INVESTME MISCELLANEOUS	IONS NOT C PROGRAMS		\$ 78,832 27,848 2,742 148,042 4,415
TOTAL GENERAL REVE	NUE		\$ 267,299
CHANGE IN NET ASSE	TS		\$ 16,438
NET ASSETS - BEGINN	<u>-</u>		<u>34</u> 7,396
NET ASSETS - ENDING			<u>\$ 363,834</u>

PRAIRIE RONDE TOWNSHIP BALANCE SHEET GOVERNMENTAL FUNDS MARCH 31, 2007

		TOTAL GENERAL FUND
ASSETS CASH AND EQUIVALENTS TAXES RECEIVABLE STATE REVENUE SHARING RECEIVABLE DUE FROM OTHER FUNDS	\$	248,439 4,092 23,299 42,163
TOTAL ASSETS	\$	317,993
LIABILITIES AND FUND BALANCES ACCOUNTS PAYABLE PAYROLL LIABILITIES	\$	1,731 7,073
TOTAL LIABILITIES	\$	8,804
FUND BALANCES FUND BALANCE - UNRESERVED, UNDESIGNATED	\$	309,189
TOTAL FUND BALANCES	\$	309,189
AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET ASSETS ARE DIFFERENT BECAUSE:		
CAPITAL ASSETS USED IN GOVERNMENTAL ACTIVITIES ARE NOT FINANCIAL RESOURCES AND THEREFORE ARE NOT REPORTED IN THE		
FUNDS		54,645
NET ASSETS OF GOVERNMENTAL ACTIVITIES	<u>\$</u>	363,834

PRAIRIE RONDE TOWNSHIP STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE YEAR ENDED MARCH 31, 2007

	G	TOTAL ENERAL FUND
REVENUES TAXES ADMINISTRATIVE FEE INCOME GRANTS AND CONTRIBUTIONS LICENSES AND PERMITS INVESTMENT EARNINGS CHARGES FOR SERVICES MISCELLANEOUS	\$	78,832 27,848 148,042 2,742 4,415 2,200 5,420
TOTAL REVENUES	<u>\$</u>	269,499
EXPENDITURES LEGISLATIVE GENERAL GOVERNMENT PUBLIC SAFETY PUBLIC WORKS COMMUNITY AND ECONOMIC DEVELOPMENT	\$	979 126,244 42,585 78,584 2,040
TOTAL EXPENDITURES	\$	250,432
NET CHANGE IN FUND BALANCE	\$	19,067
FUND BALANCE - BEGINNING OF YEAR		290,122
FUND BALANCE - END OF YEAR	<u>\$</u>	309,189

PRAIRIE RONDE TOWNSHIP RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED MARCH 31, 2007

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ 19,067
Amounts reported for governmental activities in the Statement of Activities are different because:	
Depreciation expense on capital assets is reported in the government-wide statement of activities and changes in net assets, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditure in governmental funds.	
Turius.	 (2,629)
CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES	\$ <u>16,438</u>

PRAIRIE RONDE TOWNSHIP STATEMENT OF FIDUCIARY NET ASSETS FIDUCIARY FUNDS MARCH 31, 2007

	AGENCY FUNDS
ASSETS	
CASH AND EQUIVALENTS	\$ 42,163
TOTAL ASSETS	<u>\$_42,163</u>
LIABILITIES	
DUE TO GOVERNMENTAL FUNDS	\$ 42,163
TOTAL LIABILITIES	\$ 42,163

SUMMARY OF SIGNIFICANT ACCOUNT POLICIES

The accounting policies of the Prairie Ronde Township (the Township), conform to U.S. generally accepted accounting principles as applicable to governments (hereinafter referred to as generally accepted accounting principles). The following is a summary of the more significant policies.

FINANCIAL REPORTING ENTITY

The Township basic financial statements include the accounts of all Township operations. The Township has no component units based on the criteria set forth in Section 2100 of GASB's <u>Codification of Governmental Accounting and Financial Reporting Standards</u>.

GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the Township. The effect of inter-fund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific program. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given program. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

MEASUREMENT FOCUS/BASIS OF ACCOUNTING

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

SUMMARY OF SIGNIFICANT ACCOUNT POLICIES (CONTINUED)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgements are recorded only when payment is due.

State grants, licenses and permits, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable only when cash is received by the government.

The Township reports the following major governmental funds:

General fund is the main operating fund of the Township. This fund is used to account for all financial resources not accounted for in other funds. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the general fund.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in the Government-Wide Financial Statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board (GASB).

The Township reports a fiduciary fund, its agency funds, which accounts for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Amounts reported as program revenues are charges to customers or applicants for goods, services, or privileges provided. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

SUMMARY OF SIGNIFICANT ACCOUNT POLICIES (CONTINUED)

ASSETS, LIABILITIES, AND NET ASSETS OR EQUITY

Bank deposits - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Pooled interest income is proportionately allocated to all funds.

Receivables - In general, outstanding balances between funds are reported as "due to/from other funds." No allowance for uncollectible accounts has been recorded as the Township considers all receivables to be fully collectible.

Capital assets - Capital assets, which Include property, plant, equipment, and infrastructure assets (i.e. roads, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$1,000 (\$10,000 for infrastructure assets) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Governments can elect to account for infrastructure assets either retroactively to June 15, 1980, or prospectively. The Township has elected to account for infrastructure assets prospectively, beginning April 1, 2004.

Capital assets are depreciated using the straight-line method over the following useful lives:

Buildings and improvements 20-50 years
Office equipment 5-10 years

Fund equity - In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside third parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Property tax revenue recognition - Property taxes are levied as of December 1 on property values assessed as of December 31 of the prior year. The billings are due on or before February 14, after which time the bill becomes delinquent and penalties and interest may be assessed by the Township. Property tax revenue is recognized in the year which taxes have been levied and become available. The Township levy date is December 1, and, accordingly, the total levy is recognized as revenue in the current year.

STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. The budget document presents information by fund, function, and department. The legal level of budgetary control adopted by the governing body is the function level. All annual appropriations lapse at the end of the fiscal year. The Township had no significant budget variations.

CASH

The Township's cash is as follows:

	Governmental activities	Fiduciary	<u>Total</u>	
Cash	\$ 248,439	42,163	290,602	

Deposits are carried at cost and are maintained at one financial institution in the name of the Township. State statues and the Township's investment policy authorize the Township to make deposits in the accounts of federally-insured banks, credit unions, and savings and loan associations. The Township's deposits are in accordance with the statutory authority. At March 31, 2007, the Township has a bank balance of \$294,864. Of the bank balance, \$100,000 is covered by the federal depository insurance and \$194,864 is uninsured.

RECEIVABLES

Receivables as of year end for the Township's individual major and nonmajor funds, in the aggregate are as follows:

		<u>Taxes</u>	State Revenue <u>Sharing</u>	<u>Total</u>
General Fund	<u>\$</u>	4,092	23,299	27,391

All receivables are considered fully collectible.

CAPITAL ASSETS

Capital asset activity for the year ended March 31, 2007, was as follows:

	 inning ance	<u>Additions</u>	<u>Disposals</u>	Ending <u>Balance</u>
Governmental Activities - Capital assets being depreciated:				
Land Buildings and improvements Office equipment	\$ 1,000 71,789 32,261			1,000 71,789 32,261
Subtotal	\$ 105,050			105,050
Less accumulated depreciation for: Buildings and improvements Office equipment	\$ (16,644) (31,132)	(1,841) (788)		(18,485) (31,920)
Subtotal	\$ (47,776)	(2,629)		(50,405)
Governmental Activities Capital Assets (net)	\$ <u>57,274</u>	<u>(2,629)</u>		<u>54</u> ,645

Depreciation expense was charged to functions of the township as follows:

Governmental Activities:

General government \$ 2,629

INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

At March 31, 2007, the composition of interfund balances are as follows:

	Interfund <u>Receivable</u>			Interfund <u>Payable</u>
General Fund	<u>\$</u>	42,163		
Agency Fund			\$	42,163

RISK MANAGEMENT

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

PENSION PLAN

On July 1, 1991, the Township adopted a defined contributions plan, specifically referred to as Prairie Ronde Township Plan. The Plan's fiduciaries are Sun Life Assurance Company of Canada and American Funds Service Company. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investments earnings. All employees are eligible to participate the first day of the Plan year. Employees have elected to contribute up to 6% of their total compensation. The Township's contribution to each employee (an interest allocated to the employee's account) are fully vested from the date of entering the Plan.

The Township's total payroll for the fiscal year ending March 31, 2007, was \$53,349. The Township's contribution for the fiscal year ending March 31, 2007, was calculated at 5% of the employees' compensation. The pension expense during the year ending March 31, 2007, was \$746.

REQUIRED SUPPLEMENTARY INFORMATION

PRAIRIE RONDE TOWNSHIP GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES BUDGET AND ACTUAL FOR THE YEAR ENDED MARCH 31, 2007

		<u>BUDGET</u>	<u>ED AMOUNTS</u>		VARIANCE
				ACTUAL GAAP	FAVORABLE
		ORIGINAL	FINAL	BASIS	(UNFAVORABLE)
REVENUES					
TAXES	\$	78,000	78,000	78,832	832
ADMINISTRATIVE FEE INCOME		28,000	28,000	27,848	(152)
GRANTS AND CONTRIBUTIONS		144,344	144,344	148,042	, ,
P.A.R. FUNDS		36,909	36,909	140,042	3,698
LICENSES AND PERMITS		7,900	7,900	2,742	(36,909)
INVESTMENT EARNINGS		1,600	1,600	4,415	(5,158)
CHARGES FOR SERVICES		1,400	1,400	•	2,815
MISCELLANEOUS		1,879	1,879	2,200	800
				<u>5,420</u>	3,541_
TOTAL REVENUES	\$	300,032	300,032	269,499	(30,533)
EXPENDITURES					
LEGISLATIVE	\$	975	075		
	Ψ	975	975	<u>979</u>	(4)
GENERAL GOVERNMENT:			•		
SUPERVISOR	\$	45 440	.=		
ELECTION	Ф	15,140	15,140	14,619	521
CLERK		2,975	3,700	3,679	21
TREASURER		16,440	16,440	15,992	448
ASSESSOR		17,940	17,940	17,317	623
CEMETERY		12,600	12,600	12,245	355
OTHER		11,100	11,100	9,705	1,395
OTHER		<u>47,451</u> _	<u>58,295</u>	<u>52,687</u>	5,608
TOTAL GENERAL GOVERNMENT					
TOTAL GENERAL GOVERNMENT	\$	<u> 123,646</u>	135,215	126,244	8,971
PUBLIC SAFETY	_				
PUBLIC SAPETY	\$	<u>36,999</u>	45,391	42,585	2,806
DILLIC MODICO					
PULIC WORKS:	_				
ROAD REPAIR & MAINTENANCE	\$	133,999	133,999	78,584	55,415
P.A.R. FUNDS		<u>36,909</u>	<u>36,909</u>		36,909
TOTAL BUDGE WORKS					<u> </u>
TOTAL PUBLIC WORKS	<u>\$</u>	<u>170,90</u> 8	170,908	78,584	92,324
COMMUNITY AND FOOLIGH					
COMMUNITY AND ECONOMIC					
DEVELOPMENT - PLANNING & ZONING	\$	2,780	2,780	2,040	740
TARAL ENGLISHED					<u></u> <u>u_</u>
TOTAL EXPENDITURES	\$	335,308	<u>355,269</u>	250,432	104,837
				_ 	,

PRAIRIE RONDE TOWNSHIP GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES BUDGET AND ACTUAL FOR THE YEAR ENDED MARCH 31, 2007

		BUDGET	ED AMOUNTS		VARIANCE
	_	ORIGINAL	FINAL	ACTUAL GAAP BASIS	FAVORABLE (UNFAVORABLE)
NET CHANGE IN FUND BALANCE	\$	(35,276)	(55,237)	19,067	74,304
FUND BALANCE - BEGINNING OF YEAR		290,122	290,122	290,122	
FUND BALANCE - END OF YEAR	\$	254,846	234,885	<u>309,189</u>	74,304